## 

- '10 Tax Return SIGNED (even if e-filled) & DATED
  4506T (dates within past 90 days at time of mediation) (for Wells Fargo leave 3<sup>rd</sup> party designation information blank or use form off the Wells Fargo website)
- □ Uniform Borrower Assistance Form (Form 710)
  □ Copy of a current utility bill (at time of mediation within past 60 days)
- A letter describing what has caused financial hardship (dated within past 60 days)
  - Signed & dated by borrower
- ☐ Request for Modification Affidavit (RMA) for MHA/HAMP
  - Signed & dated by borrower and completely filled out, including budget information
- □ Dodd Frank Certification
  - Signed & dated by borrower
- □ Lender specific forms CHASE / GMAC / WELLS FARGO can be accessed through lenders' websites
- Budget worksheet of monthly expenses (even if included on the RMA) Schedules I & J
  - Signed & dated by borrower
- ☐ Real estate tax bill and proof of payment if taxes are not escrowed
- ☐ Declarations page or private homeowners insurance, if any
- □ Letters documenting any contributions from others towards household expenses
  - Signed/ dated contribution letter if a non-borrower is paying a set amt toward exp
  - Lease agreement for rental property
  - Documentation regarding other income (Alimony, Child Support need award letter & 2 months most recent statements showing deposit in acct or to debit card)
- ☐ Proof of any expected income for the next 60 days
- □ Proof of any other assets
- □ Proof of any debt that has been satisfied (student loan deferrals, credit card write off)

Some of this information may be included on the schedules filed as part of the bankruptcy proceeding. As the MMM program gains more experience, we will have more details regarding what needs to be provided as separate documents.

<sup>\*\*\*</sup> It is recommended that the borrower's loan number be included on every page of documentation to ensure that the documentation provided is uploaded to the correct file. \*\*\*